

9/16/09

PUBLIC INPUT SIGN UP SHEET

PUBLIC INPUT SHALL BE LIMITED TO
THREE (3) MINUTES PER PERSON.

EACH PERSON SHOULD:

- (1) STATE YOUR NAME
- (2) IN WHAT AREA OF THE COUNTY YOU LIVE
- (3) SPEAK IN A CLEAR AND COURTEOUS MANNER.

Please Print:

	NAME	ADDRESS	ISSUE
1.	Robert Belland	1772 Co River Ryan Rd	Lake Adger
2.	Larry Rostetter	133 Pinnacle Peak	Lake Adger
3.	Al Hopie	2279 Locust Grove	Wash Harts
4.	David Weintraub	121 Third Ave	Etowah Horseshoe
5.	JANET CZACH	220 JOUATHAN CREEK DR	ETOWAH HORSESHOE
6.			
7.			
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September 14, 2009

David Berry
Construction Manager
Henderson County, NC

RE: Henderson County, N.C.
Renovations Project – Old Health Building, North King Street Building, Courthouse

Dear Mr. Berry,

ADW Architects was pleased to learn that we were shortlisted for the Renovations Project that includes the Old Health Building, North King Street Building, and the Courthouse. As per our recent telephone discussion, we understand that the Henderson County Commissioners have asked you to request Fee Proposals from the three short listed Architectural Firms for this Renovations Project. ADW Architects is used to Counties following the North Carolina State Statutes concerning Procurement of Architectural and Engineering Services using a qualifications based selection process. However, we understand your dilemma and we certainly want to be considered for this project, so we are pleased to provide the Commissioners a Fee Proposal.

As we discussed on the telephone, the full scope of this renovation project is not known at this time. It appears the County has \$1,500,000 for Construction Costs to renovate the Old Health Building, the Existing Building on North King Street, and portions of the Existing Courthouse. Without knowing more details about the Scope of the project, we will simply apply a percentage to the overall Construction Budget. Complex renovations with significant Mechanical, Electrical, and Plumbing Modifications normally necessitate a 10% Fee. Our Fee to provide Architectural and Engineering Services would be 8.75% of the \$1,500,000 Construction Budget, or \$131,250.00. This Fee includes Architectural Services, Site/Civil Engineering, Structural Engineering, Plumbing Engineering, Mechanical Engineering and Electrical Engineering Services. These services would be similar to the normal Architectural and Engineering services provided as part of the standard AIA Owner-Architect Agreement B-141 1997 Edition.

We do not consider the following expenses to be reimbursable and instead we include these costs in our fee:

- Regular postage
- Meals
- Mileage
- Long distance phone calls

suite 100
1401 w. morehead street
charlotte, nc 28208

t] 704 379 1919
f] 704 379 1920

www.adwarchitects.com

The following costs would be considered "reimbursable" and are not included as part of our Fee:

- "Presentation" Printing
- Document Printing
- Drawing Printing (All process, bid, and construction printing)
- Specification Printing
- Courier Services
- FedEx or Rush Delivery

Other Items/services not included in our Fee are as follows:

- Site Surveying
- Environmental Assessments/Testing/Permitting (Asbestos, Lead Paint, Etc.)
- Existing Roof Assessments/Testing
- Existing Building Documentation
- Geotechnical Investigation
- LEED Design/Documentation
- Building Commissioning
- Off Site Roadway Improvements such as Turn Lanes, Road Widening, etc.
- Off Site Utility Design
- Separate "Early Site Work" Drawing and Specification Package
- Landscaping beyond that which is Required by Code
- Landscape Irrigation System Design
- Generator System/Design/Coordination/Electrical Engineering
- Exterior Signage Design/Detailing
- Site Lighting Design
- Audio/Visual Design
- IT Design
- Furniture procurement Services

Mr. Berry we appreciate the opportunity to provide this proposal. If selected, we are ready to start immediately upon your notice to proceed. If you have any questions, please do not hesitate to contact us.

Sincerely,

ADW Architects, p.a.



Jim Powell, AIA

Partner

ADW Architects, p.a.

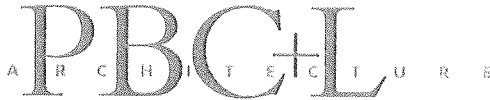
1401 W. Morehead Street

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September 11, 2009

Henderson County Engineering
100 N. King Street
Hendersonville, NC 28792

Attn: Mr. David Berry, Sr.

RE: Proposed Fee for Old Health Building Renovations

Dear Mr. Berry,

Thank you for your consideration of PBC+L to work with you on the planned renovations for Henderson County. Our understanding of the scope of this project has been facilitated by our site visit. In summary, the bulk of your planned renovations will occur at the Old Health Building located at 1347 Old Spartanburg Highway. This building is a single-story story steel frame building with low sloped roofs constructed in the 1960s with an addition added sometime thereafter.

Henderson County Land Development Departments, currently housed at the 100 N. King Street, will be moved to the Old Health Building and a building program is to be generated to meet the needs of the Land Development Department. Your construction budget for these renovations, including the Old Health Building, 100 N. King Street, and Tax Department renovations is \$1.5 million dollars. There are no existing drawings of the Old Health Building; field measuring of that building is required. We would perform our services utilizing an American Institute of Architects contract or a mutually agreed upon document.

The design schedule and processes include the following items:

Schematic Design

1. Programming Verification which includes an initial meeting to collect data associated with the departments that are being relocated and a follow up meeting that confirms our understanding of the data. Total time for these meetings 2 hours per meeting.
2. Field measurements of the Old Health Building.
3. Prepare schematic layouts for the Old Health Building. Presentation of information would include site plan as it relates to the building (if appropriate), and floor plan layouts.
4. Estimate of probable construction costs.
5. Deliverables would be 2 sets of schematic design drawings, outline specifications, and estimate of probable construction costs.

Design Development

1. This phase of the design process involves refining the building layout, verifying uses and needs, coordination of owner provided equipment, determination of building systems (mechanical, electrical, and structural).
2. Estimate of probable cost will be updated based on the refined information.

3. Presentation to the building committee/commissioners.
4. Deliverables for this phase of the project will include 2 sets of design development drawings, including preliminary mechanical, electrical, plumbing, and structural drawings.

Contract documents

1. Preparation of the documents (drawings and specifications) required for bidding and constructing the building. This will include detailed layouts of the buildings systems.
2. Estimate of probable cost will be updated based on the refined information.
3. Deliverables for this phase will include 2 sets of contract drawings and specifications.

Bidding and Negotiating

1. Assist the County with a public bid process.
2. Perform a pre-bid conference.
3. Answer questions and issue addenda as required during bidding.
4. Open and review bids with the owner.
5. Formulate a recommendation of the most responsible bidder.
6. Present to the commissioners our recommendation.
7. Prepare contracts for the project.

Construction administration and observation.

1. Perform site visits on a weekly or as needed basis up to 25 site visits for the project. Document appropriately the condition of the site and work taking place.
2. Act as the liaison between the owner and the contractor.
3. Advise the Owner of progress and activities.
4. Address contractor questions.
5. Provide bulletin drawings or written directives to the contractor.
6. Perform Preliminary punch-list and final owner walk through.

Owner provided items not part of the basic design services or not indicated above

1. Site Survey
2. Extensions or modifications to existing site utilities or site infrastructure
3. Geotechnical survey and borings, if required.
4. Hazardous material assessments or design, if required.
5. Environmental assessments (phase 1, 2, 3)
6. Material testing during construction.
7. Special inspections
8. LEED certification
9. Re-zoning or re-platting.
10. Furniture and equipment selection or design layout.
11. Items specifically indicated in AIA document as owner provided items.

Our fee structure for your renovations is based upon a percentage of the project costs for basic design services identified as Schematic Design (15%), Design Development (20%), Contract Drawings (35%), Bidding and Negotiating (5%), and Construction administration (25%). Numbers identified in parentheses indicate the percentage of the total fee for which Henderson County would be responsible at phase completion. Please find below a summary of our total proposed fee for your project. Should the scope of your project increase or decrease we would adjust our fee accordingly, to the satisfaction of Henderson County and PBC+L.

Fee Summary

1. Field verification of Old Health Building		\$	8,500.00
2. Basic Services as defined above and in accordance with AIA document. 8.0% of \$1.5 million dollar project costs		\$	120,000.00
3. Field verification at 100 N. King St.			Hourly
Total project fee		\$	128,500.00
Expenses-all travel is included. Out of house publication of plans, specifications, and renderings would be at the expense of the Owner.			

Project Schedule

Our preliminary project schedule, based upon the most current information available to us is indicated below. We will adjust your schedule as necessary at the beginning of each project phase.

Kick off meeting/initial programming meeting	immediately upon notification to proceed
Follow up program confirmation meeting	1 week
Field measuring building	2 weeks
Schematic/design development	1 month
Construction documents	2.5 months
Bidding and negotiating	1 month
Contract Award	1 month
Construction period	7 months (weather contingent)
Project Closeout	1 month

It has been a pleasure to submit our response to your request for qualifications. Everyone here at our PBC+L offices in Asheville would look forward to working with you and with Henderson County on these renovations. Thank you again.

Sincerely,
PBC+L ARCHITECTURE



Chadwick S. Roberson, AIA
Principal

Architectural & Programming Budget:
Law Enforcement Ctr. Construction & Renovation Projects

	\$385,000	Approved Budget for all 4 Projects (Moseley agreed to do architectural & programming for all 4 projects for this amount)
Minus	\$321,000	Moseley Architectural fees for Law Enforcement Center ONLY (Original proposal included \$30,000 for Allan Programming below)
Minus	\$22,312	Allan Programming fees for Law Enforcement Center ONLY
	<u>\$41,688</u>	Remaining in budget for 3 Renovation Projects

Fee Proposals for Renovations Projects ONLY ('95 Courthouse, King St., & Former Health Bldg.)

	\$131,250	ADW Architects
LOW BID →	\$128,500	PBC&L Architects
	<u>\$86,812</u>	Amount in excess of budget if the County uses the lowest bidder on the Renovation Projects versus the Original bidder on all 4 Projects.

McGrady Draft (9/16/09 revision)

The Etowah and Horse Shoe Communities Advisory Committee (hereinafter "Committee") made various recommendations to the Henderson County Commission for a community-specific comprehensive plan for the Etowah and Horse Shoe communities. The Planning Board considered that plan and favorably recommended it. Having reviewed and conducted a public hearing on the plan, the County Commission acts on the recommendations as follows:

- (1) All recommendations relating to transportation improvements in the Planning Area shall be communicated to the N.C. Department of Transportation, the French Board Metropolitan Planning Organization, and Henderson County's Transportation Advisory Committee.
- (2) Recommendations regarding Henderson County schools within the Planning Area shall be communicated to the Henderson County School Board.
- (3) Recommendations regarding changes to current zoning in the Planning Area shall be referred to the Planning Board for consideration. The County Commission does not support the recommendation to create a Main Street in Etowah, but directs that the Planning Board shall consider the other recommendations regarding zoning changes and either recommend changes consistent with the Committee's recommendation or explain why the Committee's recommendations are not be recommended by the Planning Board.
- (4) The Planning Board is further directed to consider an overlay district to address those recommendations which are uniquely related to the topography of the Planning Area or its culture and history. For example, the Committee recommended establishing design standards for nonresidential uses in the Planning Area. This recommendation could be addressed through an overlay district. Similarly, the Committee recommended adoption of an open space plan, changes to setback requirements, requirements for sidewalks for new commercial businesses, among other things, and these recommendations could be addressed by an overlay district.
- (5) Those recommendations which would be difficult to implement because of administrative or enforcement issues if only applied within the Planning Area shall be considered by the Planning Board following the completion of additional small area plans. Specifically, recommendations to incorporate stricter steep slope regulations in the Land Development Code, require affordable housing in major subdivisions, require environmental assessments of major subdivisions, or limit light pollution shall be considered by the Planning Board and the County Commission following the completion of other small area plans.
- (6) County staff is directed to draft a proposal for a service district to create revenue to support recreation in the Planning Area, but any proposal for a service district be subject to voter approval within the Planning Area.
- (7) The County Commission agrees to the recommendation to prohibit public waterline extensions in the Planning Area in areas designated by the 2020 Comprehensive Plan as rural/agricultural areas.

- (8) The Planning Board is directed to consider whether environmental assessments for major subdivisions are needed.
- (9) The Committee's recommendation regarding the need for additional water monitoring stations in the Planning Area shall be considered by county staff after consulting with the Environmental & Conservation Organization, which currently runs the VWIN program for the county.
- (10) County staff is directed to consider whether the county should play some role in consolidation of wastewater treatment plants in the Planning Area and made a recommendation to the County Commission before the end of the year.
- (11) Recommendations regarding recreation, including the addition of new parks or establishment of a greenway between Hendersonville and Brevard using the Norfolk-Southern railroad line shall be communicated to the Recreational Advisory Committee and Recreation Department staff.
- (12) Recommendations regarding public safety, including the recommendation to increase law enforcement presence and patrols in the Planning Area, shall be communicated to the Sheriff.
- (13) All recommendations regarding solid waste shall be referred to the Solid Waste Advisory Committee, but consistent with current policy the county commission does not support the construction of a solid waste incinerator within the Planning Area or within the county.
- (14) The County Commission will consider the recommendation to adopt local storm water regulations after the ^{secret} completion of the study of storm water being funded by the Clean Water Management Trust Fund.
- (15) The recommendation regarding municipal water towers shall be communicated to the City of Hendersonville.
- (16) Planning staff shall continue to update and maintain an inventory of historic sites within the Planning Area and conduct a seek survey of historically significant structures by the State Historical Preservation Office as was done in Flat Rock and Hendersonville.
- (17) The County Commission supports the Committee's recommendations to promote and expand agricultural programs and directs staff to communicate these recommendations to the Agricultural Advisory Committee and the N.C. Cooperative Extension Service.

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L. [unclear]
[unclear]

**CANE CREEK WATER AND SEWER DISTRICT
HENDERSON COUNTY
WASTEWATER TREATMENT ALTERNATIVES STUDY**

SCOPE OF SERVICES

September 15, 2009

Background: William G. Lapsley & Associates recently completed a drainage basin study for Henderson County which identified the future service area of the Cane Creek Water and Sewer District (CCWSD), as well as projections for future wastewater flows for the 20 year planning period. The Cane Creek Water and Sewer District (CCWSD) currently conveys the majority of the sewage collected in their system to the Metropolitan Sewerage District (MSD) of Buncombe County for treatment. A relatively smaller portion of the sewage is pumped to the City of Hendersonville for treatment. CCWSD does not currently own a wastewater treatment facility. A recommendation of the drainage basin study is that a detailed evaluation of potential wastewater treatment options be performed to provide a planning guide for the CCWSD.

Purpose of Additional Evaluation: As a follow-up to the drainage basin study, the purpose of this additional component is to perform a comprehensive evaluation of the technical, environmental, management and cost issues associated with both short-term and long-term options for treatment of the sewage collected in the CCWSD sewer system. As a minimum, the following options will be evaluated at varying levels of detail, based on the assumptions described later in this Scope of Services.

1. Continue and increase the discharge to MSD, upgrading or adding transmission facilities as necessary.
2. Continue and consider increasing the discharge to the City of Hendersonville.
- * 3. Construction of a new treatment facility in north Henderson County. This alternative will include two options. One option will consider a treatment facility which treats both CCWSD and MSD flows, and a second option will consider the separation of the CCWSD and MSD flows and the treatment of only CCWSD flows.
4. Construction of a new treatment facility in the Etowah area.
5. Utilization of the existing Fletcher Warehousing/Cranston discharge permit and construction of necessary treatment facilities.
6. Combinations of the above alternatives.

It is noted that additional alternatives may be identified in the process of performing the study.

ASSUMPTIONS

1. CCWSD has requested that MSD provide them with the costs associated with increasing CCWSD's allocation to a 3 mgd discharge, and the estimated timeframe for transmission system upgrades, if any, that are necessary to accommodate the 3 mgd allocation. This treatment evaluation will include only a cursory review of the information provided by MSD, and it is anticipated that the figures furnished by MSD will be relied upon for cost comparisons in this evaluation.
2. It is anticipated that this evaluation will require multiple meetings with MSD, and presentations to the CCWSD and Henderson County Commissioners at various progress levels.
3. The alternative of increasing the discharge to the City of Hendersonville is not expected to be a preferred option due to the current impairment of Mud Creek, which is the receiving water of the treatment plant effluent. Therefore, it is assumed that the scope of work for this option will be limited to attending a joint meeting with the City and CCWSD to discuss this option. If, after this meeting, it appears that increasing the discharge may be feasible, the project scope and fee will need to be revised.
4. The final written evaluation will be prepared so that it can, if necessary, be incorporated into a future engineering report and alternatives analysis that could be submitted to the North Carolina Department of Environment and Natural Resources (NCDENR) to support a discharge permit application and/or a State Revolving Fund (SRF) application for funding.
5. Reasonable assumptions will be made as to the level of treatment required for new treatment facilities based on discussions with NCDENR.

SCOPE

It is anticipated that the scope of work will include the following tasks:

1. Participate in a project kick-off meeting with CCWSD to confirm the project scope and schedule, and to gather other applicable information.
2. Prepare interim progress reports and critical stages throughout the process and present the progress reports to CCWSD. Between four (4) and six (6) interim progress reports are anticipated. It is anticipated that several of these interim reports will include formal presentations to CCWSD.
3. Determine both short-term and long-term options for each of the alternatives identified above. This task may result in the identification of additional alternatives that warrant evaluation.
4. Investigate the technical feasibility of each alternative identified above, including site visits of existing facilities and potential sites for new facilities, discussions

- and meetings with representatives from NCDENR to identify regulatory and permitting issues, evaluation of other site-related issues, including floodplain impacts, planning and zoning requirements and limitations, and local community impacts.
5. The option of continuing to discharge to MSD is complicated by having flows from both MSD and the CCWSD within the same interceptors along Cane Creek and the French Broad River. This study will evaluate potential options for the management of these flows, including the option of separating these flows through the installation of additional transmission facilities. This would include an evaluation of a new collector interceptor, installation of pump stations and force mains and a combination of interceptor and pump stations. For consideration of this alternative, CCWSD wastewater flows would be collected and transported to a central treatment location. Cost estimates will be provided for the various alternatives considered along with an evaluation of operation and maintenance costs for each alternative.
 6. Participate in discussions with NCDENR, CCWSD and the current owner of the Fletcher Warehousing/Cranston property to determine the feasibility of transferring the NPDES permit to CCWSD.
 7. Evaluate potential management options for the operation of the existing and future facilities associated with each alternative. This task will include at least one (1) meeting with CCWSD to discuss potential options available.
 8. Meet with CCWSD to review any new alternatives identified, and to review the preliminary findings of the feasibility analysis for the identified alternatives.
 9. Submit to NCDENR, on behalf of CCWSD, requests for speculative planning limits for potential discharges of treated wastewater to the French Broad River for the potential locations.
 10. Participate as needed in meetings between CCWSD and MSD to discuss the potential increase of the CCWSD allocation.
 11. Perform detailed cost analyses for each alternative identified above, including confirmation of required capacities for future facilities, preliminary project cost estimates, and annual operation and maintenance cost estimates. This cost analysis will include costs associated with transmission of sewage to the treatment facilities so that the total cost of each alternative is evaluated.
 12. For each alternative, estimate revenues based on future customers to be connected to the system.
 13. Meet with CCWSD to review the capital and operating cost estimates, and revenue estimates for each alternative.
 14. Evaluate separately the impacts of each alternative on the Enterprise Fund by incorporating each alternative into the Financial Model that was prepared during the previous drainage basin study.
 15. Meet with CCWSD to review the results of the detailed financial analysis.

16. Prepare a written report outlining the findings and conclusions of the treatment evaluation, and submit a draft report to CCWSD for review.
17. Meet with CCWSD to discuss review comments for the draft report.
18. Present a summary of the draft report to CCWSD.
19. After receipt of all review comments, finalize the written report and submit the final report to CCWSD, and provide a final presentation if requested.

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Henderson County

Contact Person: J. Carey McLelland

LEA: Henderson (450)

Title: Finance Director

Address: 113 N. Main St., Hendersonville, NC 28792

Phone: 828-697-4821

Project Title: Debt service on financing used for the new Sugarloaf Rd Elementary School

Location: Henderson County

Type of Facility: Elementary School

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects incurred on or after January 1, 2003.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities.

Short description of Construction Project: Current fiscal year debt service on financing used for construction of a new elementary school.

Estimated Costs:

Purchase of Land	_____	\$ _____
Planning and Design Services	_____	_____
New Construction	_____	_____
Additions / Renovations	_____	_____
Repair	_____	_____
Debt Payment / Bond Payment	_____	785,951.00
TOTAL	_____	\$ 785,951.00

Estimated Project Beginning Date: May 2006

Est. Project Completion Date: August 2008

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 785,951.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners) **BOARD OF EDUCATION** 9/14/09
(Date)

(Signature — Chair, Board of Education) **COUNTY COMMISSIONERS** 9/18/09
(Date)